

Crafter/Vendor Application
For the

2025 JINGLE JEEPIN' PARADE & MARKET

Date: December 6, 2025

10:00 till 8:00 pm

West Baton Rouge Tourist Information & Conference Center - Port Allen

Make checks payable to: WBR CVB

Company Name _____

Contact Person(s) _____

Mailing Address _____ City _____ State _____ Zip _____

Phone Number () _____ Fax Number () _____ Other () _____

Email: _____

TYPE OF EXHIBITOR/VENDOR: Merchandise Vendor _____ Crafter _____

VENDOR FEE: \$35.00

**Each vendor will be allowed a 10' x 10' space, 1-6' table, 2 chairs. Additional tables may be purchased for \$5.00 each. If additional space is needed you may purchase an additional 10' x 10' space for additional \$35.00. Vendor fee must be paid with application in order to reserve you space unless you make arrangements prior to event.*

ADDITIONAL SPACE NEEDED: YES: _____ NO: _____

TOTAL FEE PAID: _____

Mail payments to: WBR CVB, 2750 N. Westport Dr., Port Allen, LA 70767

ELECTRICAL NEEDS: YES: _____ NO: _____

SPECIAL REQUESTS (please be specific for repeat location, different location, 'next to' or 'not next to', etc. :)

DETAILED LIST OF ITEMS TO BE SOLD OR DISPLAYED - ALL items must be listed and approved in advance by the event coordinator; NO EXCEPTIONS OR LAST MINUTE ADDITIONS UNLESS APPROVED BY EVENT COODINATOR)

Item	Price	Item	Price
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____

Note: Item prices are for event coordinator review only. **You are required to list a COMPLETE list of all items being sold.** Additionally, all items must be pre-approved prior to event day. **NO ADDITIONAL ITEMS MAY BE ADDED WITHOUT THE CONSENT OF THE VENDOR COORDINATOR.** Each vendor will receive confirmation of approved items. It is our goal to avoid extreme duplication of items being sold. Please list additional items on the reverse side of this form. No items that are harmful or illegal will be sold or authorized. Unauthorized merchandise includes: fireworks, sparklers, pyrotechnics, smoke bombs, etc. **DO NOT** attempt to sell or list these in items for sale.

PAYMENT REQUIREMENTS: Checks payable to: WBR Convention & Visitors Bureau. Please enclose a check with your application. No refunds are available due to the fact that once your space is reserved others will be turned away. No refunds due to closures from rain or any other acts of God. If you have any questions, please call Lois at: 225.344.2920. Mail application to: WBR Convention & Visitors Bureau, 2750 N. Westport Drive, Port Allen, La 70767

INSURANCE: You are responsible for your own business insurance. You will still be able to participate without insurance but signing this application and hold harmless agreement releases the West Baton Rouge CVB of any and all liability.

PLEASE ATTACH & MAIL: Completed Vendor Application, Payment in full & any special requests.

EVENT COORDINATOR:
Lois Webre Office-225.344.2920 lwebre@wbrcvb.com

SPECIAL RULES & REGULATIONS: Vendors are **NOT** allowed to sell the following items: alcohol or items prohibited by law.

SIGNATURE REQUIRED:

I have read this agreement along with the applicable guidelines. By signing this document, I agree to comply with all the terms and conditions required by the WBR CVB in order to become a vendor for 2025. I also understand that if I do not comply with the rules and regulations in this agreement that I will not receive a refund. I understand that after review by the vendor coordinator, I will be notified immediately upon acceptance. I also understand that if I choose to not comply with all guidelines and requirements that I may be not accepted, removed from the premises on event day, or not allowed to return for future events.

Signature of vendor representative:

Date:

****SIGNATURE REQUIRED FOR APPROVAL ON THIS APPLICATION & HOLD HARMLESS AGREEMENT****

2025 Jingle Jeepin' Parade & Market - Waiver of Liability and Hold Harmless Agreement

In consideration for receiving permission to participate in the 2025 Jingle Jeepin' Parade & Market I hereby release, waive, discharge and covenant not to sue the WBR CVB, City of Port Allen, Parish of West Baton Rouge, State of Louisiana, and all their sponsors, volunteers, assignees, representatives, officers, agents, servants, or employees from any and all liability, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by me, or any of the property belonging to me, whether caused by the negligence of any of the above entities, or otherwise, while participating in such activity, or while in, on or upon the premises where the activity is being conducted.

I am fully aware of the risks involved and hazards connected with being a vendor for the 2025 Jingle Jeepin' Parade & Market, and I hereby elect to voluntarily participate in said activity with full knowledge that said activity may be hazardous to me and my property. I voluntarily assume full responsibility for any risks of loss, property damage or personal injury, including death, which may be sustained by me, or any loss or damage to property owned by me, as a result of being engaged in such an activity, whether caused by the negligence of any of the above entities or otherwise.

I further hereby agree to indemnify and hold harmless all of the above entities from any loss, liability, damage or costs, including court costs and attorney fees, that they may incur due to my participation in said activity, whether caused by negligence of the above entities or otherwise.

I understand that the West Baton Rouge CVB does not maintain any insurance policy covering any circumstance arising from my participation in this event or any activity associated with or facilitating that participation. As such, I am aware that I should review my personal insurance portfolio and provide my own insurance appropriate to cover myself, my employees, volunteers and customers.

I further understand that I and my vendor area including all volunteers, employees, or appointees hired or used by me to assist in my vendor areas fall solely under my responsibility and it is my full responsibility for any and all insurance or claims arising from any type of negligence.

It is my express intent that this Waiver of Liability and Hold Harmless Agreement shall bind the members of my family and spouse, if I am alive, and my heirs, assigns and personal representative, if I am deceased, and shall be deemed as a release, waiver, discharge and covenant not to sue the above-named entities. I hereby further agree that this Waiver of Liability and Hold Harmless Agreement shall be construed in accordance with the laws of the State of Louisiana.

In signing this release, I acknowledge and represent that I have read the foregoing Waiver of Liability and Hold Harmless Agreement, understand it and sign it voluntarily as my own free act and deed; no oral representations, statements, or inducements, apart from the foregoing written agreement, have been made; I am at least eighteen (18) years of age and fully competent; and I execute this release for full, adequate and complete consideration fully intending to be bound by same. I further acknowledge and agree that I have received a copy of this agreement.

This agreement is signed in the presence of a witness on this date: _____

Participant Name: _____ Signature: _____

Vendor/Company: _____ Witness: _____

**If you have any questions, please contact Lois Webre at 225.344.2920, lwebre@wbrcvb.com
Thank you.**

BOTH THE APPLICATION AND HOLD HARMLESS AGREEMENT MUST BE SIGNED AND A CHECK RECEIVED IN ORDER TO PROCESS.